

**AGENCY INFORMATION  
SECURITY PROGRAM DATA**
**1. PERIOD COVERED**  
**A. FROM** 10-1-94 **B. TO** 9-30-95

**INTERAGENCY REPORT  
CONTROL NUMBER**

0230-GSA-AN

**2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT**  
 U. S. Department of Agriculture

**3. CONTACT FOR ADDITIONAL INFORMATION** (Name, office and telephone) (b) (6), (b) (7)(C)

 Employee Relations Division  
 Office of Personnel

**4. SENIOR OFFICIAL** (Section 5.3, E.O. 12356)

(b) (6), (b) (7)(C)

(b) (6), (b) (7)

**5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES**

<b>A. TOP SECRET</b>	<b>B. SECRET</b>	<b>C. CONFIDENTIAL</b>	<b>D. TOTAL</b>
0	0	0	0

**6. ADDITIONAL DECLASSIFICATION AUTHORITIES**

<b>A. TOP SECRET</b>	<b>B. SECRET</b>	<b>C. CONFIDENTIAL</b>	<b>D. TOTAL</b>
100	0	0	0

7. CLASSIFICATION DECISIONS	ORIGINAL		DERIVATIVE
	DATE OR EVENT	ORIGINATING AGENCY'S DETERMINATION REQUIRED (O.A.D.R.)	
	(a)	(b)	(c)
<b>A. TOP SECRET</b>	0	0	0
<b>B. SECRET</b>	0	0	1
<b>C. CONFIDENTIAL</b>	0	0	264

8. MANDATORY REVIEW REQUESTS AND APPEALS	CASES FOR WHICH AGENCY IS RESPONSIBLE FOR FINAL DECISION											
	CASES CARRIED OVER FROM PREVIOUS PERIOD  (a)	NEW CASES RECEIVED  (b)	DECLASSIFICATION DECISIONS (Report in cases, documents, and pages)									CASES CARRIED OVER TO NEXT PERIOD  (f)
			GRANTED IN FULL (c)			GRANTED IN PART (d)			DENIED (e)			
			CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	
A. REQUESTS	1	3	4	12	22	0	0	0	0	0	0	0
B. APPEALS	0	0	0	0	0	0	0	0	0	0	0	0

**9. SYSTEMATIC REVIEW FOR DECLASSIFICATION** (In pages)

<b>A. REVIEWED</b>	<b>B. DECLASSIFIED</b>	<b>10. NUMBER OF FORMAL INSPECTIONS, SURVEYS, OR PROGRAM REVIEWS</b>
0	0	0

**11. NUMBER OF INFRACTIONS INVOLVING:**

H. NUMBER OF INFRACTIONS INVOLVING:					
A. OVERCLASSIFICATION 0	B. UNDECLASSIFICATION 0		C. CLASSIFICATION WITHOUT AUTHORITY 0		D. MISMARKING 0
E. IMPROPER DESTRUCTION 0	F. UNAUTHORIZED ACCESS 0	G. IMPROPER STORAGE 0	H. IMPROPER REPRODUCTION 0	I. IMPROPER TRANSMISSION 0	J. OTHER (Elaborate under Item 12) 0

12. REMARKS

(IMPORTANT - Read instructions on reverse before completing this form)

OMB NO. 3090-0049

<b>AGENCY INFORMATION SECURITY PROGRAM DATA</b>				1. PERIOD COVERED		INTERAGENCY REPORT CONTROL NUMBER  <b>0230-GSA-AN</b>						
				A. FROM 10-1-95	B. TO 9-30 96							
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT U. S. Department of Agriculture				3. CONTACT INFORMATION (Name, office and telephone) Employee Development Division Human Resources Management (b) (6), (b) (7)(C)								
4. SENIOR OFFICIAL (Section 5.3, E.O. 12386) (b) (6), (b) (7)(C)												
5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES												
A. TOP SECRET 0		B. SECRET 0		C. CONFIDENTIAL 0		D. TOTAL 0						
6. ADDITIONAL DECLASSIFICATION AUTHORITIES												
A. TOP SECRET -		B. SECRET -		C. CONFIDENTIAL -		D. TOTAL						
7. CLASSIFICATION DECISIONS		ORIGINAL										
		DATE OR EVENT (a)			ORIGINATING AGENCY'S DETERMINATION REQUIRED (O.A.D.R.) (b)			DERIVATIVE (c)				
A. TOP SECRET		0			0			0				
B. SECRET		0			0			10				
C. CONFIDENTIAL		0			0			232 = 242				
8. MANDATORY REVIEW REQUESTS AND APPEALS												
B. MANDATORY REVIEW REQUESTS AND APPEALS	CASES CARRIED OVER FROM PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	DECLASSIFICATION DECISIONS (Report in cases, documents, and pages)									CASES CARRIED OVER TO NEXT PERIOD (f)
			GRANTED IN FULL (c)			GRANTED IN PART (d)			DENIED (e)			
			CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	
A. REQUESTS	0	1	0	0	30	0	0	0	0	0	0	0
B. APPEALS	0	0	0	0	0	0	0	0	0	0	0	0
9. SYSTEMATIC REVIEW FOR DECLASSIFICATION (In pages)								10. NUMBER OF FORMAL INSPECTIONS, SURVEYS, OR PROGRAM REVIEWS				
A. REVIEWED 0				B. DECLASSIFIED 1				0				
11. NUMBER OF INFRACTIONS INVOLVING:												
A. OVERCLASSIFICATION 0			B. UNDERCLASSIFICATION 0			C. CLASSIFICATION WITHOUT AUTHORITY 0			D. MISMARKING 0			
E. IMPROPER DESTRUCTION 0		F. UNAUTHORIZED ACCESS 0		G. IMPROPER STORAGE 0		H. IMPROPER REPRODUCTION 0		I. IMPROPER TRANSMISSION 0		J. OTHER (Elaborate under Item 12) 0		
12. REMARKS												





<b>(IMPORTANT — Read instructions on reverse before completing this form)</b>				INTERAGENCY REPORT CONTROL NUMBER <b>0230- IAR-AN</b>	
<b>AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA</b>				1. FISCAL YEAR COVERED  FY : 1998	
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT  U. S. Department of Agriculture			3. CONTACT FOR ADDITIONAL INFORMATION (Name, office and telephone no.) (b) (6), (b) (7)(C) Office of Human Resources Management Employee Relations and Dev. Division (b) (6), (b) (7)(C)		
4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958) (b) (6), (b) (7)(C)			(b) (6), (b) (7)(C)		
<b>5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES</b>					
A. TOP SECRET  0	B. SECRET  0	C. CONFIDENTIAL  0	D. TOTAL  0		
<b>6. NUMBER OF CLASSIFICATION DECISIONS</b>					
CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE		
	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFICATION IN 10 YEARS (b)	T = 50		
A. TOP SECRET	0	0	0		
B. SECRET	0	0	36		
C. CONFIDENTIAL	0	0	14		
<b>7. MANDATORY REVIEW REQUESTS</b>	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)	
				GRANTED IN FULL (d)	GRANTED IN PART (e)
A. REQUESTS	0	0	0	0	0
B. APPEALS	0	0	0	0	0
8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)  0			9. INTERNAL AGENCY OVERSIGHT Number of Formal Inspections, Surveys, or Program Reviews  0		
<b>10. EXPLANATORY COMMENTS</b>					
(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to form.)					
Section 3.4, 1.2, 1.3, 1.6, 1.8 and 1.9 are covered in Secretariat Slickman's letter of October 12, 1995 to Steven Garrinkiel. We continue to provide monthly briefings for cleared personnel. Since we have no government contracts on classified information no decisions are generated. No, we don't use a sampling method to collect information for SF 311 report.					



(IMPORTANT - Read instructions on reverse before completing this form)

INTERAGENCY REPORT  
CONTROL NUMBER

0230-NAR-AN

AGENCY SECURITY CLASSIFICATION  
MANAGEMENT PROGRAM DATA

1. FISCAL YEAR COVERED

FY 1999

2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT

U. S. Department of Agriculture

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.)

(b) (6), (b) (7)(C)

Office of Human Resources Management  
Employee Relations and Dev. Division

(b) (6), (b) (7)(C)

4. SENIOR AGENCY OFFICIAL (Section 5.5, E.O. 12958)

(b) (6), (b) (7)(C) Director

## 5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

A. TOP SECRET

0

B. SECRET

0

C. CONFIDENTIAL

0

D. TOTAL

0

## 6. NUMBER OF CLASSIFICATION DECISIONS

## ORIGINAL CLASSIFICATION

CLASSIFICATION  
LEVELDECLASSIFY IN 10 YEARS  
OR LESS

(a)

EXEMPT FROM DECLASSIFI-  
CATION IN 10 YEARS

(b)

DERIVATIVE

A. TOP SECRET

0

0

0

B. SECRET

0

0

36

C. CONFIDENTIAL

0

0

14

7. MANDATORY  
REVIEW  
REQUESTSCASES  
CARRIED  
OVER FROM  
THE PREVIOUS  
PERIOD  
(a)NEW CASES  
RECEIVED  
(b)CASES  
CARRIED  
OVER TO  
NEXT  
PERIOD  
(c)DECLASSIFICATION DECISIONS  
(Report in pages)GRANTED IN  
FULL  
(d)GRANTED IN  
PART  
(e)DENIED  
(f)

A. REQUESTS

0

0

0

0

0

0

B. APPEALS

0

0

0

0

0

0

8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC  
REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)

0

9. INTERNAL AGENCY OVERSIGHT

Number of Formal Inspections, Surveys, or Program Reviews

0

## 10. EXPLANATORY COMMENTS

(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to

Since advising other government agencies of the October 1995 memorandum from the Secretary to Steve Garfinkel, which says we will declassify all classified documents that are over 25 years old, these agencies (State and CIA) have not forwarded any requests for this Department's review.

(IMPORTANT - Read instructions on reverse before completing this form)

INTERAGENCY REPORT  
CONTROL NUMBER

0230-NAR-AN

AGENCY SECURITY CLASSIFICATION  
MANAGEMENT PROGRAM DATA

1. FISCAL YEAR COVERED

2000

2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT

U.S. Department of Agriculture

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.)

(b) (6), (b) (7)(C) - Acting Special Security

4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958)

D. M. Rm (b) (6), (b) (7)(C)  
1400 Independence Ave, SW  
Washington, DC 20250

## 5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

A. TOP SECRET

0

B. SECRET

0

C. CONFIDENTIAL

0

D. TOTAL

0

## 6. NUMBER OF CLASSIFICATION DECISIONS

## ORIGINAL CLASSIFICATION

CLASSIFICATION  
LEVELDECLASSIFY IN 10 YEARS  
OR LESS

(a)

EXEMPT FROM DECLASSIFI-  
CATION IN 10 YEARS

(b)

DERIVATIVE

A. TOP SECRET

0 143 \*

16

B. SECRET

0 579 \*

108

C. CONFIDENTIAL

0 4610 \*

37

7. MANDATORY  
REVIEW  
REQUESTSCASES  
CARRIED  
OVER FROM  
THE PREVIOUS  
PERIOD  
(a)NEW CASES  
RECEIVED  
(b)CASES  
CARRIED  
OVER TO  
NEXT  
PERIOD  
(c)DECLASSIFICATION DECISIONS  
(Report in pages)GRANTED IN  
FULL  
(d)GRANTED IN  
PART  
(e)DENIED  
(f)

A. REQUESTS

B. APPEALS

8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC  
REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)9. INTERNAL AGENCY OVERSIGHT  
Number of Formal Inspections, Surveys, or Program Reviews

## 10. EXPLANATORY COMMENTS

(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to

\* USDA does not have original classification authority. Numbers should be 0. Having verified this change w/ (b) (6), (b) (7)(C).

(IMPORTANT - Read instructions on reverse before completing this form)		INTERAGENCY REPORT CONTROL NUMBER <b>0230-NAR-AN</b>	
<b>AGENCY SECURITY CLASSIFICATION          MANAGEMENT PROGRAM DATA</b>		1. FISCAL YEAR COVERED <b>2001</b>	
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT <b>U.S. Department of Agriculture</b>		3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.) <b>(b) (6), (b) (7)(C)</b> <b>Director, National Security &amp; mgmt. Division</b> <b>(b) (6), (b) (7)(C)</b>	
4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958)			
<b>5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES</b>			
A. TOP SECRET <input checked="" type="checkbox"/>	B. SECRET <input type="checkbox"/>	C. CONFIDENTIAL <input checked="" type="checkbox"/>	D. TOTAL <input checked="" type="checkbox"/>
<b>6. NUMBER OF CLASSIFICATION DECISIONS</b>			
CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE
	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS (b)	
A. TOP SECRET	0	0	1
B. SECRET	0	0	12
C. CONFIDENTIAL	0	0	0
7. MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)
A. REQUESTS	0	0	0
B. APPEALS	0	0	0
8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)		9. INTERNAL AGENCY OVERSIGHT Number of Formal Inspections, Surveys, or Program Reviews	
<b>10. EXPLANATORY COMMENTS</b> (Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to			



AGENCY SECURITY CLASSIFICATION  
MANAGEMENT PROGRAM DATA

1. FISCAL YEAR COVERED

2002

DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.)

U.S. Department of Agriculture

(b) (6), (b) (7)(C)

Chief, Personnel + Document Security

1. SS (b) (6), (b) (7)(C)

12958

(b) (6), (b) (7)(C)

5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

A. TOP SECRET	B. SECRET	C. CONFIDENTIAL	D. TOTAL
<del>1</del> 0	<del>1</del> 1	<del>1</del>	<del>1</del> 1

6. NUMBER OF CLASSIFICATION DECISIONS

CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE
	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS (b)	
A. TOP SECRET	0	0	8
B. SECRET	0	0	21
C. CONFIDENTIAL	0	0	20

7. MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
A. REQUESTS	0	0	0	0	0	0
B. APPEALS	0	0	0	0	0	0

8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC  
REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)

9. INTERNAL AGENCY OVERSIGHT

Number of Formal Inspections, Surveys, or Program Reviews

10. EXPLANATORY COMMENTS

(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to

USDA was granted OCA in FY 2002, we have not elected our  
authority to exercise OCA at this time.



# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the **Fiscal Year** that this report covers.

FY04

2. Identify the **Department, Independent agency or Establishment** that is covered by this report.

US Department of Agriculture

3. Enter the name, title, address, phone, fax, and email address of the **Senior Agency Official** (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.

Mr. John Surina, John.Surina@usda.gov, 1400 Independence Ave., S.W., Wash., DC 20250  
Deputy Assistant Secretary for Administration.

4. Enter the name, title, phone, fax and email address for the **point-of-contact** responsible for answering questions about this report.

(b) (6), (b) (7)(C), (b) (6), (b) (7)(C)@usda.gov, 1400 Independence Ave., S.W., Washington, DC 20250  
Chief, Information Security Staff

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose **highest level** of original classification authority is **TOP SECRET**.

5.

0

6. Enter the number of agency officials whose **highest level** of original classification authority is **SECRET**.

6.

1

7. Enter the number of agency officials whose **highest level** of original classification authority is **CONFIDENTIAL**.

7.

0

8. **Total** number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

8.

1

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. [Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

9. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.

9.

0

10. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.

10.

0

11. **Total** number of **TOP SECRET** original classification decisions. (Sum of blocks 9 & 10)

11.

0

12. Enter the number of **original SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.

12.

0

13. Enter the number of **original SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.

13.

0

14. **Total** number of **SECRET** original classification decisions. (Sum of blocks 12 & 13)

14.

0

15. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.

15.

0

16. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.

16.

0

17. **Total** number of **CONFIDENTIAL** original classification decisions. (Sum of blocks 15 & 16)

17.

0

18. **Total** number of original classification decisions. (Sum of blocks 11, 14, & 17)

18.

0

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is **already classified**. This includes classification based on classification guides or other source documents. [Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

19. Enter the number of **derivative TOP SECRET** classifications during the reporting period.

19.

3

20. Enter the number of **derivative SECRET** classifications during the reporting period.

20.

28

21. Enter the number of **derivative CONFIDENTIAL** classifications during the reporting period.

21.

1

22. **Total** number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

22.

32



Enter the **Fiscal Year** that this report covers.

FY04

Identify the **Department, Independent agency or establishment** that is covered by this report.

US Department of Agriculture

### PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report **only** requests for your agency in which **your agency is responsible for the final decision**. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of <b>requests carried over</b> from the <b>previous</b> reporting period.	23. 0
24. Enter the number of <b>new requests</b> received <b>during</b> the reporting period.	24. 1
25. Enter the number of <b>requests carried over</b> to the <b>next</b> reporting period.	25. 1
26. Enter the number of <b>appeals carried over</b> from the <b>previous</b> reporting period.	26. 0
27. Enter the number of <b>new appeals</b> received <b>during</b> the reporting period.	27. 0
28. Enter the number of <b>appeals carried over</b> to the <b>next</b> reporting period.	28. 0

### PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of <b>requested pages</b> that were declassified in full.	29. 10
30. Enter the number of <b>requested pages</b> that were declassified in part.	30. 0
31. Enter the number of <b>requested pages</b> that were <b>denied</b> declassification.	31. 0
32. Total number of <b>requested pages</b> acted on. (Sum of blocks 29, 30, and 31)	32. 10
33. Enter the number of <b>appealed pages</b> that were declassified in full.	33. 0
34. Enter the number of <b>appealed pages</b> that were declassified in part.	34. 0
35. Enter the number of <b>appealed pages</b> that were <b>denied</b> declassification.	35. 0
36. Total number of <b>appealed pages</b> acted on. (Sum of blocks 33, 34, & 35)	36. 0

### PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages <b>reviewed during the reporting period that were subject to declassification</b> under Sections 3.3 & 3.4, EO 12958, as amended.	37. 10
38. Enter the number of pages <b>declassified</b> under Sections 3.3 & 3.4, EO 12958, as amended.	38. 10

### PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 2
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0

### PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

Part H, Question 39.

USDA reviewed many programs this year for possible candidates for original classification and derivative classification. More formally, the Foreign Agricultural Service has completed several internal no-fault inspections with the assistance of the USDA Information Security Staff. As a result, a total of 58 bags of classified material have been burned. The Animal and Plant Health Inspection Service has also conducted a self inspection of their information security program.

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the Fiscal Year that this report covers.  
FY05
2. Identify the Department, Independent agency or Establishment that is covered by this report.  
United States Department of Agriculture
3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.  
Mr. John Surina, John.Surina@usda.gov, 1400 Independence Ave., S.W., Wash, DC 20250  
Deputy Assistant Secretary for Administration
4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.  
(b) (6), (b) (7)(C), (b) (6), (b) (7)(C)@usda.gov, 1400 Independence Ave., S.W., Wash, DC 20250  
Chief, Information Security Staff

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

5.	0
6.	1
7.	0
8.	1

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)

9.	0
10.	0
11.	0
12.	0
13.	0
14.	0
15.	0
16.	0
17.	0
18.	0

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classifications during the reporting period.
20. Enter the number of derivative SECRET classifications during the reporting period.
21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

19.	16
20.	13
21.	0
22.	29

Enter the Fiscal Year that this report covers.

FY05

Identify the Department, Independent agency or establishment that is covered by this report.

United States Department of Agriculture

**PART E: Mandatory Declassification Review Requests and Appeals**

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.	23.	0
24. Enter the number of new requests received during the reporting period.	24.	1
25. Enter the number of requests carried over to the next reporting period.	25.	0
26. Enter the number of appeals carried over from the previous reporting period.	26.	0
27. Enter the number of new appeals received during the reporting period.	27.	0
28. Enter the number of appeals carried over to the next reporting period.	28.	0

**PART F: Mandatory Declassification Review Decisions in Pages**

29. Enter the number of requested pages that were declassified in full.	29.	0
30. Enter the number of requested pages that were declassified in part.	30.	0
31. Enter the number of requested pages that were denied declassification.	31.	0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32.	0
33. Enter the number of appealed pages that were declassified in full.	33.	0
34. Enter the number of appealed pages that were declassified in part.	34.	0
35. Enter the number of appealed pages that were denied declassification.	35.	0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36.	0

**PART G: Automatic Declassification and Systematic Review**

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO 12958, as amended.	37.	0
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38.	0

**PART H: Internal Agency Oversight**

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39.	9
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40.	0

**PART I: Explanatory Comments**

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.



# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

1. Enter the Fiscal Year that this report covers. FY06	
2. Identify the Department, Independent agency or Establishment that is covered by this report. United States Department of Agriculture	
3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report. Mr. Boyd Rutherford, Boyd.Rutherford@usda.gov, 1400 Independence Ave., S.W., Wash DC 20250, Deputy Assistant Secretary for Administration	
4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report. (b) (6), (b) (7)(C) (b) (6), (b) (7)(C) @usda.gov, 1400 Independence Ave., S.W., Wash DC 20250, Chief, Information Security Staff	

PART B: Original Classification Authority	
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	

PART C: Original Classification Decisions	
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)	
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	

PART D: Derivative Classification Decisions	
19. Enter the number of derivative TOP SECRET classifications during the reporting period.	19. 25
20. Enter the number of derivative SECRET classifications during the reporting period.	20. 15
21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.	21. 0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 40

Enter the Fiscal Year that this report covers.

FY06

Identify the Department, independent agency or establishment that is covered by this report.  
United States Department of Agriculture

Section	Block	Description	Block	Description	Block	Description
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23. Enter the number of requests carried over from the previous reporting period.	23.	0
24. Enter the number of new requests received during the reporting period.	24.	3
25. Enter the number of requests carried over to the next reporting period.	25.	1
26. Enter the number of appeals carried over from the previous reporting period.	26.	0
27. Enter the number of new appeals received during the reporting period.	27.	0
28. Enter the number of appeals carried over to the next reporting period.	28.	0

#### PART II Mandatory Declassification Review/Decisions on Pages

29. Enter the number of requested pages that were declassified in full.	29.	3
30. Enter the number of requested pages that were declassified in part.	30.	3
31. Enter the number of requested pages that were denied declassification.	31.	0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32.	6
33. Enter the number of appealed pages that were declassified in full.	33.	0
34. Enter the number of appealed pages that were declassified in part.	34.	0
35. Enter the number of appealed pages that were denied declassification.	35.	0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36.	0

#### PART III Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO 12958, as amended.	37.	14,500
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38.	14,500

#### PART IV Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39.	6
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See E.O. 12958 as amended, Section 1.8)	40.	0

#### PART V Agency Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.



# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the Fiscal Year that this report covers.

FY 07

2. Identify the Department, Independent agency or Establishment that is covered by this report.

United States Department of Agriculture

3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.

Mr. Boyd Rutherford, Assistant Secretary for Administration, boyd.rutherford@usda.gov, 1400 Independence Avenue, S.W., Washington, DC 20250

4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.

(b) (6), (b) (7)(C) Chief, Information Security Staff, (b) (6), (b) (7)(C) @usda.gov, 1400 Independence Avenue, S.W., Washington, DC 20250

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.

5.

0

6. Enter the number of agency officials whose highest level of original classification authority is SECRET.

6.

1

7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.

7.

0

8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

8.

1

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. [Provide information only on classification decisions contained in finished products for dissemination or retention regardless of the media. Do not count reproductions or copies.]

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

9.

0

10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

10.

0

11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)

11.

0

12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

12.

1

13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

13.

0

14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)

14.

1

15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.

15.

0

16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

16.

0

17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)

17.

0

18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)

18.

1

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. [Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

19. Enter the number of derivative TOP SECRET classifications during the reporting period.

19.

19

20. Enter the number of derivative SECRET classifications during the reporting period.

20.

33

21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.

21.

0

22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

22.

52



Enter the **Fiscal Year** that this report covers.

FY 07

Identify the **Department, Independent agency or establishment** that is covered by this report.  
United States Department of Agriculture

### PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report **only** requests for your agency in which **your agency is responsible for the final decision**. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of <b>requests</b> carried over from the <b>previous</b> reporting period.	23. 0
24. Enter the number of <b>new requests</b> received <b>during</b> the reporting period.	24. 2
25. Enter the number of <b>requests</b> carried over to the <b>next</b> reporting period.	25. 0
26. Enter the number of <b>appeals</b> carried over from the <b>previous</b> reporting period.	26. 0
27. Enter the number of <b>new appeals</b> received <b>during</b> the reporting period.	27. 0
28. Enter the number of <b>appeals</b> carried over to the <b>next</b> reporting period.	28. 0

### PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of <b>requested pages</b> that were declassified in <b>full</b> .	29. 5
30. Enter the number of <b>requested pages</b> that were declassified in <b>part</b> .	30. 0
31. Enter the number of <b>requested pages</b> that were <b>denied</b> declassification.	31. 0
32. <b>Total</b> number of <b>requested pages</b> acted on. (Sum of blocks 29, 30, and 31)	32. 5
33. Enter the number of <b>appealed pages</b> that were declassified in <b>full</b> .	33. 0
34. Enter the number of <b>appealed pages</b> that were declassified in <b>part</b> .	34. 0
35. Enter the number of <b>appealed pages</b> that were <b>denied</b> declassification	35. 0
36. <b>Total</b> number of <b>appealed pages</b> acted on. (Sum of blocks 33, 34, & 35)	36. 0

### PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages <b>reviewed during the reporting period</b> that were subject to declassification under Sections 3.3 & 3.4, EO 12958, as amended.	37. 30,550
38. Enter the number of pages <b>declassified</b> under Sections 3.3 & 3.4, EO 12958, as amended.	38. 26,511

### PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 5
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0

### PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.



United States  
Department of  
Agriculture

NOV 14 2008

Office of the  
Assistant Secretary  
for Administration

1400 Independence  
Avenue SW

Washington, DC  
20250-0103

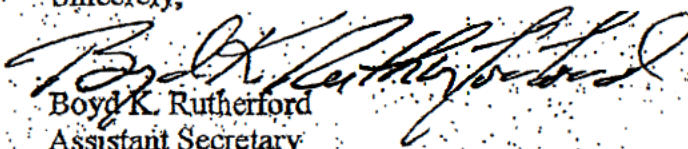
Mr. William J. Bosanko  
Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, N.W.  
Washington, DC 20408

Dear Mr. Bosanko:

In accordance with Executive Order 12958 as amended, please find the enclosed Department of Agriculture's 2008 Agency Security Classification management Program Data Report.

If you have any further questions, please contact (b) (6), (b) (7)(C), Chief, Personnel and Document Security Division on (b) (6), (b) (7)(C).

Sincerely,

  
Boyd K. Rutherford  
Assistant Secretary  
for Administration

Enclosure

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than 120 days after the end of the reporting period.)

## PART A: Agency/Department Information

1. Enter the Fiscal Year that this report covers.

2008

2. Identify the Department, Independent agency or Establishment that is covered by this report.

United States Department of Agriculture

3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.

Boyd K. Rutherford, Assistant Secretary for Administration, boyd.rutherford@usda.gov  
1400 Independence Ave, SW Washington, DC 20250

4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.

(b) (6), (b) (7)(C) Chief, Information Security Staff, (b) (6), (b) (7)(C)@usda.gov  
1400 Independence Ave, SW Washington, DC 20250  
Phone: (b) (6), (b) (7)(C) Fax: (b) (6), (b) (7)(C)

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.

5. 0

6. Enter the number of agency officials whose highest level of original classification authority is SECRET.

6. 1

7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.

7. 0

8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

## PART C: Original Classification Decisions

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

9. 0

10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

10. 0

11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)

12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

12. 0

13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

13. 0

14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)

15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.

15. 0

16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

16. 0

17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)

18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)

## PART D: Derivative Classification Decisions

19. Enter the number of derivative TOP SECRET classifications during the reporting period.

19. 0

20. Enter the number of derivative SECRET classifications during the reporting period.

20. 20

21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.

21. 0

22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

22. 20



Enter the Fiscal Year that this report covers.

2008

Identify the Department, independent agency or establishment that is covered by this report.  
United States Department of Agriculture

23. Enter the number of requests carried over from the previous reporting period.

23.

0

24. Enter the number of new requests received during the reporting period.

24.

0

25. Enter the number of requests carried over to the next reporting period.

25.

0

26. Enter the number of appeals carried over from the previous reporting period.

26.

0

27. Enter the number of new appeals received during the reporting period.

27.

0

28. Enter the number of appeals carried over to the next reporting period.

28.

0

29. Enter the number of requested pages that were declassified in full.

29.

0

30. Enter the number of requested pages that were declassified in part.

30.

0

31. Enter the number of requested pages that were denied declassification.

31.

0

32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)

32.

0

33. Enter the number of appealed pages that were declassified in full.

33.

0

34. Enter the number of appealed pages that were declassified in part.

34.

0

35. Enter the number of appealed pages that were denied declassification.

35.

0

36. Total number of appealed pages acted on. (Sum of blocks 33, 34, &amp; 35)

36.

0

## PART C Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 &amp; 3.4, EO 12958, as amended.

37.

0

38. Enter the number of pages declassified under Sections 3.3 &amp; 3.4, EO 12958, as amended.

38.

0

## PART D Internal Agency Review

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.

39.

2

40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)

40.

0

## PART E Additional Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the Fiscal Year that this report covers. 2009
2. Identify the Department, Independent agency or Establishment that is covered by this report. US Department of Agriculture
3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report. (b) (6), (b) (7)(C), Director, Office of Homeland Security and Emergency Coordination, USDA 1400 Independence Ave., SW, Washington, D.C. 20250
4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report. (b) (6), (b) (7)(C), Chief, Personnel and Document Security Division, USDA 1400 Independence Ave., SW, Washington, D.C. 20250

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 2
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 13
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 15

## PART C: Original Classification Decisions

Original classification is an initial determination that information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 25
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14. 25
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 25

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classifications during the reporting period.	19. 0
20. Enter the number of derivative SECRET classifications during the reporting period.	20. 25
21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.	21. 0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 25

Enter the Fiscal Year that this report covers.

2009

Identify the Department, Independent agency or establishment that is covered by this report.

US Department of Agriculture

### PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report **only** requests for your agency in which **your agency is responsible for the final decision**. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of <b>requests carried over</b> from the <b>previous</b> reporting period.	23. 0
24. Enter the number of <b>new requests</b> received <b>during</b> the reporting period.	24. 0
25. Enter the number of <b>requests carried over</b> to the <b>next</b> reporting period.	25. 0
26. Enter the number of <b>appeals carried over</b> from the <b>previous</b> reporting period.	26. 0
27. Enter the number of <b>new appeals</b> received <b>during</b> the reporting period.	27. 0
28. Enter the number of <b>appeals carried over</b> to the <b>next</b> reporting period.	28. 0

### PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of <b>requested pages</b> that were declassified in full.	29. 0
30. Enter the number of <b>requested pages</b> that were declassified in part.	30. 0
31. Enter the number of <b>requested pages</b> that were <b>denied</b> declassification.	31. 0
32. <b>Total</b> number of <b>requested pages</b> acted on. (Sum of blocks 29, 30, and 31)	32. 0
33. Enter the number of <b>appealed pages</b> that were declassified in full.	33. 0
34. Enter the number of <b>appealed pages</b> that were declassified in part.	34. 0
35. Enter the number of <b>appealed pages</b> that were <b>denied</b> declassification.	35. 0
36. <b>Total</b> number of <b>appealed pages</b> acted on. (Sum of blocks 33, 34, & 35)	36. 0

### PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages <b>reviewed during the reporting period that were subject to declassification</b> under Sections 3.3 & 3.4, EO 12958, as amended.	37. 0
38. Enter the number of pages <b>declassified</b> under Sections 3.3 & 3.4, EO 12958, as amended.	38. 0

### PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 4
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0

### PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.



# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: IDENTIFYING INFORMATION

1. Enter the FISCAL YEAR this report covers.	2010
2. Enter the DEPARTMENT or AGENCY covered by this report.	US Department of Agriculture
3. Enter the name, title, address, phone, fax, and e-mail address of the SENIOR AGENCY OFFICIAL (as defined in E.O. 13526, section 5.4(d)).	(b) (6), (b) (7)(C), Director Office of Homeland Security and Emergency Coordination USDA
4. Enter the name, title, phone, fax, and e-mail address for the POINT OF CONTACT responsible for answering questions about this report.	(b) (6), (b) (7)(C), Chief Personnel and Document Security Division (b) (6), (b) (7)(C)

## PART B: OFFICIALS WITH ORIGINAL CLASSIFICATION AUTHORITY

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	2
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	20 PM
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, and 7)	2

## PART C: ORIGINAL CLASSIFICATION DECISIONS

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) It was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10)	0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13)	0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16)	0
18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17)	0

## PART D: DERIVATIVE CLASSIFICATION DECISIONS

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classification decisions during the reporting period.	0
20. Enter the number of derivative SECRET classification decisions during the reporting period.	30
21. Enter the number of derivative CONFIDENTIAL classification decisions during the reporting period.	0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	30

Fiscal Year Department or Agency **PART E: MANDATORY DECLASSIFICATION REVIEW REQUESTS AND APPEALS**

A "request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part J below where the number of requests or appeals carried forward between reporting period changes.

23. Enter the number of requests carried over from the previous reporting period. (Block 25 on last year's report)
24. Enter the number of new requests received during the reporting period.
25. Enter the number of requests carried over to the next reporting period.
26. Enter the number of appeals carried over from the previous reporting period. (Block 28 on last year's report)
27. Enter the number of new appeals received during the reporting period.
28. Enter the number of appeals carried over to the next reporting period.

**PART F: MANDATORY DECLASSIFICATION REVIEW DECISIONS IN PAGES**

29. Enter the number of requested pages that were declassified in full.
30. Enter the number of requested pages that were declassified in part.
31. Enter the number of requested pages that were denied declassification.
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)
33. Enter the number of appealed pages that were declassified in full.
34. Enter the number of appealed pages that were declassified in part.
35. Enter the number of appealed pages that were denied declassification.
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, and 35)

**PART G: AUTOMATIC, SYSTEMATIC, AND DISCRETIONARY DECLASSIFICATION REVIEWS**

37. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.
38. Enter the number of pages declassified under section 3.3 of E.O. 13526.
39. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.
40. Enter the number of pages declassified under section 3.4 of E.O. 13526.
41. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.
42. Enter the number of pages declassified under section 3.1 of E.O. 13526.

**PART H: INTERNAL AGENCY OVERSIGHT**

43. Enter the number of inspections, surveys, or program reviews conducted by your agency, covering any aspect of the security classification program, completed during the reporting period.
44. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)
45. Enter the number of challenges where the classification status was fully affirmed.
46. Enter the number of challenges where the classification status was overturned in whole or in part.

**PART I: CLASSIFICATION GUIDES**

47. Enter the number of security classification guides created by your agency and currently in use.

Fiscal Year

Department or Agency

**PART J: EXPLANATORY COMMENTS**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report. Additionally, select the sampling process your agency used in developing this year's report.*

**Sampling Period:**

2-Week ☐

4-Week ☐

8-Week ☐

One Year ☐

**Multiplier Applied:**

None ☐

Other (Specify)

Their guide has been updated within the last 5 years.





NOV 4 2011

United States  
Department of  
Agriculture

Office of the  
Assistant Secretary  
For Administration

Office of Homeland  
Security and  
Emergency  
Coordination

Personnel and  
Document Security  
Division  
Room 5-310

1400 Independence  
Avenue SW

Washington, DC  
20250-5050

Mr. John P. Fitzpatrick  
National Archives and Records Administration  
Information Security Oversight Office  
700 Pennsylvania Avenue  
Washington, D.C. 20408

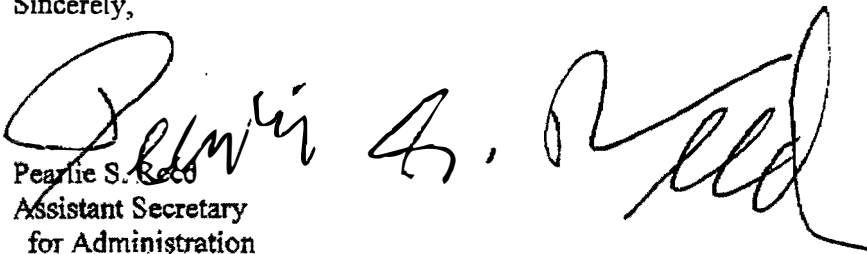
Dear Mr. Fitzpatrick:

In accordance with Executive Order 13526, please find the enclosed  
U.S. Department of Agriculture's (USDA) 2010 Agency Security Classification  
Management Program Data Report.

This year, USDA approved two Originally Classified Decisions and viewed a  
marked increase in Derivative Classification Decisions due to the increase in access  
to the classified Homeland Security Data Network and other classified automated  
systems.

If you have further questions, please contact (b) (6), (b) (7)(C), Chief, Personnel  
and Document Security Division at (b) (6), (b) (7)(C) or via email at  
(b) (6), (b) (7)(C)@dm.usda.gov.

Sincerely,



Pearlle S. Reed  
Assistant Secretary  
for Administration

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

## PART A: Identifying Information

1. Enter the Fiscal Year that this report covers.	1. 2011
2. Identify the Department, Independent agency or Establishment that is covered by this report.	2. US Department of Agriculture
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. (b) (6), (b) (7)(C) Director Office of Homeland Security and Emergency Coordination USDA
4. Enter the name, title, phone, fax, and e-mail address for the point-of-contact responsible for answering questions about this report.	4. (b) (6), (b) (7)(C) Division Chief and Document Security Division (b) (6), (b) (7)(C) @dm.usda.gov (b) (6), (b) (7)(C)

## PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 1
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 2

## PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) falls into at least one of the categories found in section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10)	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 2
14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13)	14. 2
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17)	18. 2

## PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classification decisions during the reporting period.	19. 250
20. Enter the number of derivative SECRET classification decisions during the reporting period.	20. 185
21. Enter the number of derivative CONFIDENTIAL classification decisions during the reporting period.	21. 96
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22. 531

Fiscal Year

2011

Department or Agency

US Department of Agriculture

**PART E: Mandatory Declassification Review Requests and Appeals**

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed, as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part J below where the number of requests or appeals carried forward between reporting period changes.

23. Enter the number of requests carried over from the previous reporting period. (Block 25 on last year's report)	23.	0
24. Enter the number of new requests received during the reporting period.	24.	0
25. Enter the number of requests carried over to the next reporting period.	25.	0
26. Enter the number of appeals carried over from the previous reporting period. (Block 28 on last year's report)	26.	0
27. Enter the number of new appeals received during the reporting period.	27.	0
28. Enter the number of appeals carried over to the next reporting period.	28.	0

**PART F: Mandatory Declassification Review Decisions in Pages**

29. Enter the number of requested pages that were declassified in full.	29.	0
30. Enter the number of requested pages that were declassified in part.	30.	0
31. Enter the number of requested pages that were denied declassification.	31.	0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32.	0
33. Enter the number of appealed pages that were declassified in full.	33.	0
34. Enter the number of appealed pages that were declassified in part.	34.	0
35. Enter the number of appealed pages that were denied declassification.	35.	0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, and 35)	36.	0

**PART G: Automatic, Systematic, and Discretionary Declassification Reviews**

37. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	37.	0
38. Enter the number of pages declassified under section 3.3 of E.O. 13526.	38.	0
39. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	39.	0
40. Enter the number of pages declassified under section 3.4 of E.O. 13526.	40.	0
41. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	41.	0
42. Enter the number of pages declassified under section 3.1 of E.O. 13526.	42.	0

**PART H: Internal Agency Oversight**

43. Enter the number of inspections, surveys, or program reviews conducted by your agency, covering any aspect of the security classification program, completed during the reporting period.	43.	3
44. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	44.	0
45. Enter the number of challenges where the classification status was fully affirmed.	45.	0
46. Enter the number of challenges where the classification status was overturned in whole or in part.	46.	0

**PART I: Classification Guides**

47. Enter the number of security classification guides created by your agency and currently in use.	47.	1
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Fiscal Year

2011

Department or Agency

US Department of Agriculture

**PART J: Explanatory Comments**

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report. Additionally, select the sampling process your agency used in developing this year's report.

**Sampling Period (check one):**2-Week ☐4-Week ☐8-Week ☐One Year ☐**Multiplier Applied (check one):**None ☐Other (Specify) ☐



United States  
Department of  
Agriculture

NOV 8 2012

Office of Homeland  
Security and  
Emergency  
Coordination

Personnel and  
Document Security  
Division  
Room S-310

1400 Independence  
Avenue SW

Washington, DC  
20250-5050

National Archives and Records Administration  
Information Security Oversight Office  
Attention: Mr. John P. Fitzpatrick  
700 Pennsylvania Avenue  
Washington, D.C. 20408

Dear Mr. Fitzpatrick:

In accordance with Executive Order 13526, please find the enclosed the US Department of Agriculture's (USDA) 2012 Agency Security Classification Management Program Data Report.

This year, USDA has seen a rise in our Derivative Classifications Decisions, due to the accounting of classified emails within the Homeland Security Data Network and other classified automated systems. Within the Department, there was an additional effort to conduct self inspections and site visits to support the overall protection of classified information.

If you have any further questions, please contact (b) (6), (b) (7)(C), Chief, Personnel and Document Security Division at (b) (6), (b) (7)(C) or via email at (b) (6), (b) (7)(C)@dm.usda.gov.

Sincerely,

Todd H. Repass, Jr.  
Director  
Office of Homeland Security  
and Emergency Coordination

## AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the <b>Fiscal Year</b> that this report covers.	1. <b>2012</b>
2. Identify the <b>Department, Independent agency, or Establishment</b> that is covered by this report.	2. <b>US Department of Agriculture</b>
3. Enter the name, title, address, phone, fax, and e mail address of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. <b>(b) (6), (b) (7)(C)</b> Director Office of Homeland Security and Emergency Coordination, USDA
4. Enter the name, title, phone, fax, and e mail address for the <b>point of contact</b> responsible for answering questions about this report.	4. <b>(b) (6), (b) (7)(C)</b> , Division Chief Personnel and Document Security Division <b>(b) (6), (b) (7)(C)</b> @dm.usda.gov <b>(b) (6), (b) (7)(C)</b>
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5. <b>0</b>
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6. <b>1</b>
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7. <b>0</b>
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. <b>1</b>
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	9. <b>0</b>
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	10. <b>0</b>
11. <b>Total</b> number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 & 10).	11. <b>0</b>
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	12. <b>0</b>
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	13. <b>0</b>
14. <b>Total</b> number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 & 13)	14. <b>0</b>
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	15. <b>0</b>
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	16. <b>0</b>
17. <b>Total</b> number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 & 16)	17. <b>0</b>
18. <b>Total</b> number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. <b>0</b>
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e mail. Do not count reproductions or copies.)	
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19. <b>3,630</b>
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20. <b>2,624</b>
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21. <b>925</b>
22. <b>Total</b> number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. <b>7,179</b>



PART E: Mandatory Declassification Review Requests and Appeals		
A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.		
For blocks 23-30, report only requests and appeals in which your agency is responsible for the final release.		
23. Enter the number of <b>requests</b> received during the reporting period.	23.	0
24. Enter the number of <b>requests</b> closed during the reporting period.	24.	0
25. Enter the number of <b>requests</b> that have been unresolved for over one year.	25.	0
26. Enter the <b>average number of days</b> to resolve each request.	26.	0
27. Enter the number of <b>appeals</b> received during the reporting period.	27.	0
28. Enter the number of <b>appeals</b> closed during the reporting period.	28.	0
29. Enter the number of <b>appeals</b> that have been unresolved for over one year.	29.	0
30. Enter the <b>average number of days</b> to resolve each appeal.	30.	0
For blocks 31-32, report the number of requests and appeals that were referred to your agency, and the referring agency is responsible for the final release.		
31. Enter the number of <b>referred requests</b> received during the reporting period.	31.	0
32. Enter the number of <b>referred appeals</b> received during the reporting period.	32.	0
PART F: Mandatory Declassification Review Decisions in Pages		
Count only those pages documented in blocks 23-30 above.		
33. Enter the number of <b>requested pages</b> that were declassified in full.	33.	0
34. Enter the number of <b>requested pages</b> that were declassified in part.	34.	0
35. Enter the number of <b>requested pages</b> that were <b>denied</b> declassification.	35.	0
36. Total number of <b>requested pages</b> acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of <b>appealed pages</b> that were declassified in full.	37.	0
38. Enter the number of <b>appealed pages</b> that were declassified in part.	38.	0
39. Enter the number of <b>appealed pages</b> that were <b>denied</b> declassification.	39.	0
40. Total number of <b>appealed pages</b> acted on. (Sum of blocks 37, 38, & 39)	40.	0
PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
41. Enter the number of pages <b>reviewed</b> that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	41.	0
42. Enter the number of pages <b>declassified</b> under <b>automatic declassification</b> .	42.	0
43. Enter the number of pages <b>reviewed</b> that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages <b>declassified</b> under <b>systematic declassification</b> .	44.	0
45. Enter the number of pages <b>reviewed</b> that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages <b>declassified</b> under <b>discretionary declassification</b> .	46.	0
PART H: Internal Agency Oversight		
47. Enter the number of <b>self inspections conducted</b> by your agency, covering any aspect of the security classification program, during the reporting period.	47.	13
48. Enter the number of <b>challenges</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	48.	0
49. Enter the number of <b>challenges</b> where the classification status was <b>fully affirmed</b> .	49.	0
50. Enter the number of <b>challenges</b> where the classification status was <b>overturned in whole or in part</b> .	50.	0
51. Enter the number of <b>security classification guides</b> created by your agency and <b>currently in use</b> .	51.	0

**PART I: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the <b>Fiscal Year</b> that this report covers.	1. 2013
2. Identify the <b>Department, Independent agency, or Establishment</b> that is covered by this report.	2. Department of Agriculture
3. Enter the name, title, address, phone, fax, and e-mail address of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. (b) (6), (b) (7)(C) (b) (6), (b) (7)(C)
4. Enter the name, title, phone, fax, and email address for the <b>point-of-contact</b> responsible for answering questions about this report.	(b) (6), (b) (7)(C) (b) (6), (b) (7)(C)
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5. 0
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6. 1
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7. 1
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 2
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	9. 0
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	10. 0
11. <b>Total</b> number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 & 10).	11. 0
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	12. 0
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	13. 0
14. <b>Total</b> number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	15. 0
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	16. 0
17. <b>Total</b> number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. <b>Total</b> number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19. 2,940
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20. 6,850
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21. 240
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 10,030



**PART E: Mandatory Declassification Review Requests and Appeals**

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.

**Report only requests for your agency in which your agency is responsible for the final decision.**

23. Enter the number of <b>requests</b> received during the reporting period.	23.	2
24. Enter the number of <b>requests</b> closed during the reporting period.	24.	2
25. Enter the number of <b>requests</b> that have been unresolved for over one year.	25.	0
26. Enter the <b>average number of days</b> to resolve each request.	26.	15
27. Enter the number of <b>appeals</b> received during the reporting period.	27.	0
28. Enter the number of <b>appeals</b> closed during the reporting period.	28.	0
29. Enter the number of <b>appeals</b> that have been unresolved for over one year.	29.	0
30. Enter the <b>average number of days</b> to resolve each appeal.	30.	0

31. Enter the number of <b>referred requests</b> received during the reporting period.	31.	3
32. Enter the number of <b>referred appeals</b> received during the reporting period.	32.	0

**PART F: Mandatory Declassification Review Decisions in Pages**

33. Enter the number of <b>requested pages</b> that were declassified <b>in full</b> .	33.	89
34. Enter the number of <b>requested pages</b> that were declassified <b>in part</b> .	34.	89
35. Enter the number of <b>requested pages</b> that were <b>denied</b> declassification.	35.	0
36. Total number of <b>requested</b> pages acted on. (Sum of blocks 33, 34, & 35)	36.	178
37. Enter the number of <b>appealed pages</b> that were declassified <b>in full</b> .	37.	0
38. Enter the number of <b>appealed pages</b> that were declassified <b>in part</b> .	38.	0
39. Enter the number of <b>appealed pages</b> that were <b>denied</b> declassification.	39.	0
40. Total number of <b>appealed pages</b> acted on. (Sum of blocks 37, 38, & 39)	40.	0

**PART G: Automatic, Systematic, and Discretionary Declassification Reviews**

41. Enter the number of pages <b>reviewed</b> that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	41.	0
42. Enter the number of pages <b>declassified</b> under <b>automatic declassification</b> .	42.	0
43. Enter the number of pages <b>reviewed</b> that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages <b>declassified</b> under <b>systematic declassification</b> .	44.	0
45. Enter the number of pages <b>reviewed</b> that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages <b>declassified</b> under <b>discretionary declassification</b> .	46.	0

**PART H: Internal Agency Oversight**

47. Enter the number of <b>self-inspections conducted</b> by your agency, covering any aspect of the security classification program, during the reporting period.	47.	10
48. Enter the number of <b>challenges</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	48.	0
49. Enter the number of <b>challenges</b> where the classification status was <b>fully affirmed</b> .	49.	0
50. Enter the number of <b>challenges</b> where the classification status was <b>overturned in whole or in part</b> .	50.	0
51. Enter the number of <b>security classification guides</b> created by your agency and <b>currently in use</b> .	51.	1

### **PART I: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

Part G- the current security classification guide was formally implemented in 2010 most of the information classified under this SCG has not passed the declassification time line so there have been no automatic declassification as related to the USDA SCG. Recent self inspections and a review from our OIG also identified that the current records management system is not robust enough to track with confidence when a document should be reviewed. the SAO is in the processes of implementing a new security information management system that will be automated and have the document tracking and management tools necessary to implement a annual review and audit of all USDA documents. Its expected the SIMS database will be in place and operational in the third quarter of FY 14 and will be updated with the appropriate information by the end of the 4th quarter.

Part D- the number of derivatively classified documents varies from year to year. the majority of derivatively classified information is generated on the HSDN classified DHS network and the IC community classified system JWICS. there are just over 400 users within the department that use these systems to communicate with their counterparts via E-MAIL. this is where the majority more that 80 percent of the derivatively classified information comes form. because this information is not accountable on these systems the number is an estimate based on what a average user does in a average week. One core reason we have see a reduction in the amount of classified generated is we have had position vacancies Strategic Information Branch is is the primary office for creating classified products.

#### ***For ISOO Use Only***

ISOO Analyst Name: \_\_\_\_\_

Date of QC: \_\_\_\_\_

Analyst Initials: \_\_\_\_\_



United States  
Department of  
Agriculture

Office of the  
Assistant Secretary  
For Administration

1400 Independence  
Avenue SW

Washington, DC  
20250 5050

NOV 06 2014

Mr. John P. Fitzpatrick, Director  
National Archives and Records Administration  
Information Security Oversight Office (ISOO)  
700 Pennsylvania Avenue  
Washington D.C. 20408

Dear Mr. Fitzpatrick,

In accordance with Executive Order 13526, please find the enclosed  
U.S. Department of Agriculture (USDA) 2014 Agency Security Classification  
Management Program Data Report.

USDA saw a reduction in the total amount of classified generated for the 2014 year.  
This decrease is due to the new guidance provided by the ISOO Review team lead  
during the 2014 ISOO review of USDA. Further clarification is provided in the  
2014 SF-311 report enclosure.

If you have further question, please contact (b) (6), (b) (7)(C), Personnel and Document  
Security Division at (b) (6), (b) (7)(C) or email at (b) (6), (b) (7)(C)@dm.usda.gov

Sincerely,

Gregory Parham

Assistant Secretary for Administration  
Office of the Assistant Secretary for Administration

Enclosure



# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the Fiscal Year that this report covers.	1.	2014
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2.	USDA
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3.	Gregory T. Hahn Assistant Secretary for Administration, Division of the Assistant Secretary for Administration
4. Enter the name, title, phone, fax, and email address for the point-of-contact responsible for answering questions about this report.	4.	(b) (6), (b) (7)(C) Chief, Personnel and Decision Security Division (b) (6), (b) (7)(C)
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5.	0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6.	1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7.	0
8. Total number of officials with original classification authority (Sum of blocks 5, 6, & 7)	8.	1
PART C: Original Classification Decisions		
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9.	0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10.	0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)	11.	0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12.	0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13.	0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14.	0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15.	0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16.	0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17.	0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18.	0
PART D: Derivative Classification Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19.	15
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20.	662
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21.	3
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22.	680

**PART E: Mandatory Declassification Review Requests and Appeals**

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.  
Report only requests for your agency in which your agency is responsible for the final decision.

23. Enter the number of requests received during the reporting period.	23.	1
24. Enter the number of requests closed during the reporting period.	24.	1
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	120
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0

31. Enter the number of referred requests received during the reporting period.	31.	0
32. Enter the number of referred appeals received during the reporting period.	32.	0

**PART F: Mandatory Declassification Review Decisions in Pages**

33. Enter the number of requested pages that were declassified in full.	33.	0
34. Enter the number of requested pages that were declassified in part.	34.	0
35. Enter the number of requested pages that were denied declassification.	35.	0
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of appealed pages that were declassified in full.	37.	0
38. Enter the number of appealed pages that were declassified in part.	38.	0
39. Enter the number of appealed pages that were denied declassification.	39.	0
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	0

**PART G: Automatic, Systematic, and Discretionary Declassification Reviews**

41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526	41.	0
42. Enter the number of pages declassified under automatic declassification.	42.	0
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526	43.	0
44. Enter the number of pages declassified under systematic declassification.	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification.	46.	0

**PART H: Internal Agency Oversight**

47. Enter the number of self-inspections conducted by your agency, covering any aspect of the security classification program, during the reporting period.	47.	1
48. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	48.	0
49. Enter the number of challenges where the classification status was fully affirmed.	49.	0
50. Enter the number of challenges where the classification status was overturned in whole or in part.	50.	0
51. Enter the number of security classification guides created by your agency and currently in use.	51.	0



### PART I: Explanatory Comments

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends' numbers from the previous year's report.*

#### Part B:

A point of clarification, there is only one OCA for USDA, last year block 6 and 7 had one identified. This was intended to represent there is only one OCA for Secret and Confidential. It was explained during the ISOO review that ISOO interprets that to mean there are two separate OCA's. This has been corrected, within USDA there only being one OCA at the Secret level.

#### PART D Significant changes in reporting:

USDA has a significant reduction in derivatively classified information that was reported in 2014. This reduction is driven by the 2014 ISOO review. The ISOO team lead Joe Taylor identified USDA should only count electronic mail where the sender made a classified contribution to the message, not when an automated system forces a classified response because of automated marking tools. USDA was using the guidance provided in the 2013 marking guide published by ISOO, which required all classified to be marked with a human readable markings. This review identified a discrepancy in how the classified systems such as JWICS and HSDN automated marking systems force a classified marking to be automatically applied at the level it was originally sent. By using the automated tool, the result was a simple response such as, "here is the attachment you asked for" was marked at the classified level it was sent even when the response is unclassified. This created a conflict between the basic marking criteria and what is really a classified response. This new criteria for collecting the number of classification decisions was provided to the agencies and the reporting numbers have significantly been reduced as a result of this change.

#### For ISOO Use Only

ISOO Analyst Name: Ellen Knight  
Date of QC: 11/13/14  
Analyst initials: EN



# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the <b>Fiscal Year</b> that this report covers.	1. 2013
2. Identify the <b>Department, Independent agency, or Establishment</b> that is covered by this report.	2. Department of Agriculture
3. Enter the name and title of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. (b) (6), (b) (7)(C)
4. Enter the name, title, phone, and email address for the <b>point-of-contact</b> responsible for answering questions about this report.	4. (b) (6), (b) (7)(C) (b) (6), (b) (7)(C)
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5. 0
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6. 1
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7. 1
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 2
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	9. 0
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	10. 0
11. Total number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 & 10).	11. 0
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	12. 0
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	13. 0
14. Total number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	15. 0
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	16. 0
17. Total number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)	
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19. 2,940
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20. 6,850
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21. 240
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 10,030

**PART E: Mandatory Declassification Review Requests and Appeals**

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.

**Report only requests for your agency in which your agency is responsible for the final decision.**

23. Enter the number of <b>requests</b> received during the reporting period.	23.	2
24. Enter the number of <b>requests</b> closed during the reporting period.	24.	2
25. Enter the number of <b>requests</b> that have been unresolved for over one year.	25.	0
26. Enter the <b>average number of days</b> to resolve each request.	26.	15
27. Enter the number of <b>appeals</b> received during the reporting period.	27.	0
28. Enter the number of <b>appeals</b> closed during the reporting period.	28.	0
29. Enter the number of <b>appeals</b> that have been unresolved for over one year.	29.	0
30. Enter the <b>average number of days</b> to resolve each appeal.	30.	0

31. Enter the number of <b>referred requests</b> received during the reporting period.	31.	3
32. Enter the number of <b>referred appeals</b> received during the reporting period.	32.	0

**PART F: Mandatory Declassification Review Decisions in Pages**

33. Enter the number of <b>requested pages</b> that were declassified <b>in full</b> .	33.	89
34. Enter the number of <b>requested pages</b> that were declassified <b>in part</b> .	34.	89
35. Enter the number of <b>requested pages</b> that were <b>denied</b> declassification.	35.	0
36. Total number of <b>requested pages</b> acted on. (Sum of blocks 33, 34, & 35)	36.	178
37. Enter the number of <b>appealed pages</b> that were declassified <b>in full</b> .	37.	0
38. Enter the number of <b>appealed pages</b> that were declassified <b>in part</b> .	38.	0
39. Enter the number of <b>appealed pages</b> that were <b>denied</b> declassification.	39.	0
40. Total number of <b>appealed pages</b> acted on. (Sum of blocks 37, 38, & 39)	40.	0

**PART G: Automatic, Systematic, and Discretionary Declassification Reviews**

41. Enter the number of pages <b>reviewed</b> that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	41.	0
42. Enter the number of pages <b>declassified</b> under <b>automatic declassification</b> .	42.	0
43. Enter the number of pages <b>reviewed</b> that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages <b>declassified</b> under <b>systematic declassification</b> .	44.	0
45. Enter the number of pages <b>reviewed</b> that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages <b>declassified</b> under <b>discretionary declassification</b> .	46.	0

**PART H: Internal Agency Oversight**

47. Enter the number of <b>challenges</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	47.	10
48. Enter the number of <b>challenges</b> where the classification status was <b>fully affirmed</b> .	48.	0
49. Enter the number of <b>challenges</b> where the classification status was <b>overturned in whole or in part</b> .	49.	0

**PART I: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

Part G- the current security classification guide was formally implemented in 2010 most of the information classified under this SCG has not passed the declassification time line so there have been no automatic declassification as related to the USDA SCG. Recent self inspections and a review from our OIG also identified that the current records management system is not robust enough to track with confidence when a document should be reviewed. the SAO is in the processes of implementing a new security information management system that will be automated and have the document tracking and management tools necessary to implement a annual review and audit of all USDA documents. Its expected the SIMS database will be in place and operational in the third quarter of FY 14 and will be updated with the appropriate information by the end of the 4th quarter.

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***For ISOO Use Only***

ISOO Analyst Name: \_\_\_\_\_

Date of QC: \_\_\_\_\_

Analyst Initials: \_\_\_\_\_





United States  
Department of  
Agriculture

Office of the  
Assistant  
Secretary for  
Administration

1400 Independence  
Avenue SW

Washington, DC  
20250-5010

TO: John. P. Fitzpatrick  
Director,  
National Archives and Records Administration  
Information Security Oversight Office

FROM: Dr. Gregory L. Parham  
Assistant Secretary  
for Administration

*Gregory L. Parham*

NOV 7 2016

SUBJECT: FY 16 U.S. Department of Agriculture Security Classification  
Management Program Data

The U. S. Department of Agriculture (USDA) has a small Classified National Security Information (CNSI) footprint with most needs stemming from coordination with National Security Council Staff on food and agriculture defense as well as continuity of operations requirements.

As the Senior Agency Official (SAO), I continue to be actively engaged in advancing our program by addressing the recommendations from the Information Security Oversight Office (ISOO), reducing the number of classified documents, and overseeing the continued education of our workforce to provide informed classification decisions and generally improve CNSI handling and reporting at USDA.

I thank you for the support and guidance ISOO has provided and look forward to a continued collaboration between USDA and the National Archives and Records Administration.

Attachment:  
USDA Agency Security Classification Management Program Data Report  
for FY 16 (SF-311)

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the Fiscal Year that this report covers.		1. 2016
2. Identify the Department, Independent agency, or Establishment that is covered by this report.		2. USDA: United States Department of Agriculture
3. Enter the name and title of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.		3. Dr. Gregory Parham, Assistant Secretary for Administration
4. Point-of-contact responsible for answering questions about this report:		
4a. Name:	4a. (b) (6), (b) (7)(C)	
4b. Title:	4b. Chief, Personnel and Document Security Division	
4c. Email address:	4c. (b) (6), (b) (7)(C)@DM.usda.gov	
4d. Phone number:	4d. (b) (6), (b) (7)(C)	
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.		5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.		6. 1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.		7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, and 7)		8. 1
PART C: Original Classification Decisions		
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.		9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.		10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10)		11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.		12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.		13. 1
14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13)		14. 1
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.		15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.		16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16)		17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17)		18. 1

PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
35. Enter the number of pages <b>REVIEWED</b> that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	35.	0
36. Enter the number of pages <b>DECLASSIFIED</b> under <b>automatic declassification</b> .	36.	0
37. Enter the number of pages <b>REVIEWED</b> that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	37.	0
38. Enter the number of pages <b>DECLASSIFIED</b> under <b>systematic declassification</b> .	38.	0
39. Enter the number of pages <b>REVIEWED</b> that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	39.	0
40. Enter the number of pages <b>DECLASSIFIED</b> under <b>discretionary declassification</b> .	40.	0
PART H: Internal Agency Oversight		
41. Enter the number of <b>CHALLENGES</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	41.	0
42. Enter the number of <b>CHALLENGES</b> where the classification status was <b>fully affirmed</b> .	42.	0
43. Enter the number of <b>CHALLENGES</b> where the classification status was <b>overturned in whole or in part</b> .	43.	0
PART I: Intelligence Community (IC) Information		
This section applies only to IC agencies and IC components of other agencies who <i>originally apply</i> the ORCON and ORCON-USGOV dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual report to the DNI on the use of classification markings.		
<b>Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON.</b>		
44. Enter <b>PERCENTAGE</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	44.	0.00%
45. Enter <b>TOTAL NUMBER</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	45.	0
46. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of ORCON <b>in full</b> .	46.	0
47. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of ORCON <b>in part</b> . Provide explanation for partial denial in part J below.	47.	0
48. Enter the number of ORCON expanded dissemination requests <b>DENIED</b> . Provide explanation for denial in part J below.	48.	0
<b>Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON-USGOV.</b>		
49. Enter <b>PERCENTAGE</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	49.	0.00%
50. Enter <b>TOTAL NUMBER</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	50.	
51. Provide <b>TOTAL NUMBER</b> of reports of <b>potential misapplication</b> of the ORCON marking. Provide background information on each occurrence in Part J below.	51.	
52. Has your organization been <b>NEGATIVELY IMPACTED</b> by information being marked with ORCON or ORCON-USGOV control marking? If yes, provide explanation in Part J below.	52.	N/A



<b>PART D: Derivative Classification Decisions</b> Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19.	1
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20.	47
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21.	1
22. <b>Total</b> number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22.	49
<b>PART E: Mandatory Declassification Review Requests</b> A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only requests for your agency in which your agency is responsible for the final decision.</b>		
23. Enter the number of <b>REQUESTS</b> received during the reporting period.	23.	0
24. Enter the number of <b>REQUESTS</b> closed during the reporting period.	24.	0
25. <b>Of the REQUESTS entered into block 24, enter the number of pages that were:</b>	25.	
a. Declassified in full.	25a.	0
b. Declassified in part.	25b.	0
c. <b>Denied</b> declassification.	25c.	0
d. <b>Total</b> number of requested pages acted on. (Sum of blocks a, b, and c)	25d.	0
26. Enter the number of <b>REQUESTS</b> that have been unresolved for over one year.	26.	0
27. Enter the <b>AVERAGE NUMBER OF DAYS</b> to resolve each request.	27.	0
28. Enter the number of <b>REFERRED REQUESTS</b> received during the reporting period. (Number of requests referred to your agency from another agency)	28.	0
<b>PART F: Mandatory Declassification Review Appeals</b> An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only appeals for your agency in which your agency is responsible for the final decision.</b>		
29. Enter the number of <b>APPEALS</b> received during the reporting period.	29.	0
30. Enter the number of <b>APPEALS</b> closed during the reporting period.	30.	0
31. <b>Of the APPEALS entered into block 30, enter the number of pages that were:</b>	31.	
a. Declassified in full.	31a.	0
b. Declassified in part.	31b.	0
c. <b>Denied</b> declassification.	31c.	0
d. <b>Total</b> number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.	0
32. Enter the number of <b>APPEALS</b> that have been unresolved for over one year.	32.	0
33. Enter the <b>AVERAGE NUMBER OF DAYS</b> to resolve each appeal.	33.	0
34. Enter the number of <b>REFERRED APPEALS</b> received during the reporting period. (Number of appeals referred to your agency from another agency)	34.	0

**PART J: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

In FY 16, USDA significantly reduced the number of reported derivative classification actions by 96%. This reduction was due to increased training for personnel authorized to apply derivative classification marking, creation of a USDA Guideline for Counting Classification Decisions for Reporting on Standard Form (SF) 311, working with ISOO on clarification of what constitutes a classifications action for reporting, ensuring all USDA derivative classifiers were provided a copy of the ISOO Marking Classified National Security Information Handbook, Executive Order 13526, 32 CFR 2001, and USDA Derivative Classification Checklist. USDA also development training for their Information Security Coordinators (ISC) on reviewing classified actions to ensure the products are properly marked and if the product counts as a classified action.

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the <b>Fiscal Year</b> that this report covers.	1. 2017	
2. Identify the <b>Department, Independent agency, or Establishment</b> that is covered by this report.	2. USDA: United States Department of Agriculture	
3. Enter the name and title of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. (b) (6), (b) (7)(C), Acting Director OHSEC	
4. <b>Point-of-contact</b> responsible for answering questions about this report:		
4a. Name:	4a. (b) (6), (b) (7)(C)	
4b. Title:	4b. Senior INFOSEC Specialist	
4c. Email address:	4c. (b) (6), (b) (7)(C)@dm.usda.gov	
4d. Phone number:	4d. (b) (6), (b) (7)(C)	
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5.	0
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6.	1
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7.	0
8. <b>Total</b> number of officials with original classification authority. (Sum of blocks 5, 6, and 7)	8.	1
PART C: Original Classification Decisions		
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	9.	0
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	10.	0
11. <b>Total</b> number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 and 10)	11.	0
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	12.	0
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	13.	0
14. <b>Total</b> number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 and 13)	14.	0
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period <b>with declassification instructions of 10 years or less</b> .	15.	0
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period <b>with declassification instructions ranging from over 10 years to 25 years</b> .	16.	0
17. <b>Total</b> number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 and 16)	17.	0
18. <b>Total</b> number of original classification decisions. (Sum of blocks 11, 14, and 17)	18.	0



<b>PART D: Derivative Classification Decisions</b>		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19.	26
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20.	25
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21.	5
22. <b>Total</b> number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22.	56
<b>PART E: Mandatory Declassification Review Requests</b>		
A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only requests for your agency in which your agency is responsible for the final decision.</b>		
23. Enter the number of <b>REQUESTS</b> received during the reporting period.	23.	0
24. Enter the number of <b>REQUESTS</b> closed during the reporting period.	24.	0
25. <b>Of the REQUESTS entered into block 24, enter the number of pages that were:</b>	25.	
a. Declassified in full.	25a.	0
b. Declassified in part.	25b.	0
c. <b>Denied</b> declassification.	25c.	0
d. <b>Total</b> number of requested pages acted on. (Sum of blocks a, b, and c)	25d.	0
26. Enter the number of <b>REQUESTS</b> that have been unresolved for over one year.	26.	0
27. Enter the <b>AVERAGE NUMBER OF DAYS</b> to resolve each request.	27.	0
28. Enter the number of <b>REFERRED REQUESTS</b> received during the reporting period. (Number of requests referred to your agency from another agency)	28.	0
<b>PART F: Mandatory Declassification Review Appeals</b>		
An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only appeals for your agency in which your agency is responsible for the final decision.</b>		
29. Enter the number of <b>APPEALS</b> received during the reporting period.	29.	0
30. Enter the number of <b>APPEALS</b> closed during the reporting period.	30.	0
31. <b>Of the APPEALS entered into block 30, enter the number of pages that were:</b>	31.	
a. Declassified in full.	31a.	0
b. Declassified in part.	31b.	0
c. <b>Denied</b> declassification.	31c.	0
d. <b>Total</b> number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.	0
32. Enter the number of <b>APPEALS</b> that have been unresolved for over one year.	32.	0
33. Enter the <b>AVERAGE NUMBER OF DAYS</b> to resolve each appeal.	33.	0
34. Enter the number of <b>REFERRED APPEALS</b> received during the reporting period. (Number of appeals referred to your agency from another agency)	34.	0

PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
35. Enter the number of pages <b>REVIEWED</b> that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	35.	0
36. Enter the number of pages <b>DECLASSIFIED</b> under <b>automatic declassification</b> .	36.	0
37. Enter the number of pages <b>REVIEWED</b> that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	37.	0
38. Enter the number of pages <b>DECLASSIFIED</b> under <b>systematic declassification</b> .	38.	0
39. Enter the number of pages <b>REVIEWED</b> that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	39.	0
40. Enter the number of pages <b>DECLASSIFIED</b> under <b>discretionary declassification</b> .	40.	0
PART H: Internal Agency Oversight		
41. Enter the number of <b>CHALLENGES</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	41.	0
42. Enter the number of <b>CHALLENGES</b> where the classification status was <b>fully affirmed</b> .	42.	0
43. Enter the number of <b>CHALLENGES</b> where the classification status was <b>overturned in whole or in part</b> .	43.	0
PART I: Intelligence Community (IC) Information		
This section applies only to IC agencies and IC components of other agencies who <i>originally apply</i> the ORCON and ORCON-USGOV dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual report to the DNI on the use of classification markings.		
<b>Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON.</b>		
44. Enter <b>PERCENTAGE</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	44.	0.00%
45. Enter <b>TOTAL NUMBER</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	45.	0
46. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of ORCON <b>in full</b> .	46.	0
47. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of ORCON <b>in part</b> . Provide explanation for partial denial in part J below.	47.	0
48. Enter the number of ORCON expanded dissemination requests <b>DENIED</b> . Provide explanation for denial in part J below.	48.	0
<b>Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON-USGOV.</b>		
49. Enter <b>PERCENTAGE</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	49.	0.00%
50. Enter <b>TOTAL NUMBER</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	50.	0
51. Provide <b>TOTAL NUMBER</b> of reports of <b>potential misapplication</b> of the ORCON marking. Provide background information on each occurrence in part J below.	51.	0
52. Has your organization been <b>NEGATIVELY IMPACTED</b> by information being marked with ORCON or ORCON-USGOV control marking? If yes, provide explanation in Part J below.	52.	N/A

**PART J: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*




United States  
Department of  
Agriculture

Office of  
Homeland  
Security and  
Emergency  
Coordination

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Washington,  
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20250

**To:** Mark A. Bradley  
Director  
Information Security Oversight Office  
National Archives and Records Administration

**FROM:** Josh Bornstein   
Acting Director

NOV 6 2017

**SUBJECT:** FY17 Agency Security Classification Management Program Data

Overall, USDA has a small Classified National Security Information (CNSI) footprint with most of the needs being driven by White House requirements and food safety/defense topics.

As the Senior Agency Official, I continue to actively address the concerns identified in the May 11-12, 2016, Follow-Up Review to improve the CNSI program at USDA.

I thank the Information Security Oversight Office for the support and guidance and look forward to future collaboration between USDA and the National Archives and Records Administration.

Attachment:  
Standard Form 311: USDA Agency Security Classification Management Program Data